



Town of Fairfax
Select Board Meeting
April 6, 2020 – 7:00pm

The drafted minutes presented below are unapproved subject to corrections and/or additions at the next Selectboard meeting. Those corrections and/or additions will be written to an amended version of the minutes, which will also be made available to the public.

Selectboard Members Present: Steve Cormier; Chair, Sheri Rainville; Vice-Chair, Stephen Bessette, Duane Leach & Randy DeVine

Public Present: Newt Garland

Employees Present: Brad Docheff (Town Manager), Debbie Woodward, Dave Raymond, Emily DiGiulio, Brain LaClair & Amy Sears

Call to Order: S. Cormier called the meeting to order at 7:00 pm.

Announcements/Additions & Deletions: None

Minutes:

3-16-2020 S. Bessette made the motion to accept the minutes as written, seconded by Sheri, all in favor.

Accounts Payable & Payroll Warrants:

3-23-2020 The Town and Utility warrants were reviewed by S. Bessette.

3-30-2020 The Town and Utility warrants were reviewed by Sheri.

4-6-2020 The Town warrants were reviewed by Randy; Utility warrants were reviewed by Sheri.

Public Forum: None

Correspondence: None

Highway Dept.; Authorization for lease of International Dump Truck:

The Highway Dept. is looking to lease a 2021 International HV507 Dump Truck with Viking Body and Gear Package from Clark's Truck Center, the yearly payments of \$29,000 fit into the budget. S. Bessette made the motion to allow Brad to execute the loan with KS State Bank, seconded by Duane. All in favor. S. Cormier and S. Bessette will sign the required paperwork as well.

COVID 19; Response, postponements & planning

Brad is encouraging employees to work from home during this health crisis.

Currently we have one employee out based on a Doctor's recommendation. This employee continues contact with their supervisor.

Dept. Updates:

Highway Dept.; The team continues fully operational; they are working on single person jobs or at least with social distancing. Tim has been in contact with proposed paving companies, paving bids are due April 15th.

Utility Dept.; Current bills went out last week, they are due May 15th, we may need to waive potential past due fees associated with the current billing. Currently there are 3 delinquent water accounts. At this time no disconnects can be enforced. Once this situation changes, Amy will work with the residents on a payment arrangement.

Zoning; Amber is working from home. There are no meetings for the DRB or PC scheduled. No in person compliance request are done. Residents can submit photo's requested by Amber.

Fire Dept.; It's business as usual. Per our Fire Warden Duane Leach, the Governor issued today 4-6-2020 a Statewide Burn Ban, until further notice.

Town Office; Land records will be available online soon, fees apply. The office continues to receive phone calls and emails. Dog registrations are coming in, Deb has worked with Escrow Companies, so all payments are made electronically. The final installment for property tax payments is due May 14th. The Town is waiting to hear from the State how delinquent taxes can be handled. Per the Governors order, land records, title searches, birth certificates and death certificates are not considered essential at this time. Deb and Lynn are doing their best to accommodate resident's information request. Deb is now working from home.

Library; remains closed, Emily has waived overdue fees for books returned late, also they are not accepting book returns at this time. Online virtual classes are being offered. Please see their webpage for full details.

Rec Dept.; Brian is working from home as well, but he does still check the facilities in person, the bathrooms remain closed. There is a huge increase in the usage of the parks and trails. While this is good that people are getting out, the trails are not quite ready for use. (Springtime in Vermont) Online fitness classes are being offered by D. Roth. Green up Day has been discussed, as people are out and picking up trash on their walks. Discussion with Casella and Tim (Highway Supervisor) as to how the trash bags can be picked up. The Fairfax Friday's (Music and Farmer's Market) is scheduled to begin on June 19th, The Party in the Park for June 27th is still planned, of course Brian will be following the guidelines issued for these events. There are 2 job positions posted, one for a Recreation Assistant and one for Maintenance Position.

Brad is staying in contact with each department

Town Manager:

We received a Transportation Grant to finish the sidewalk project for phases 2 & 3.

Shepardson Hollow Bridge is set for construction in June.

Brad had a phone meeting with representatives from FEMA in relation to reimbursement for costs incurred due to the Halloween Storm. The meeting went well, and Brad is working with team members to put together a full damage inventory. Overall, Brad is optimistic and feels the administrative work that was done in response to the storm will help make the process as smooth as possible. We are still unsure about the eligibility of reimbursement related to the Shepardson Hollow Bridge site.

Dubois and King had an Engineer at the proposed Verizon cell tower location last week. This was not approved by the Town and Brad had the operations shut down. The Town has not taken any final actions on this proposed project.

Other Business:

S. Cormier "There is no book on how to deal with these past 3 weeks" however, he thinks Brad has done an outstanding job as the leader of the situation. Brad says it is a full team effort.

Final words. Be Safe Out There!

Adjournment:

At 7:46 S. Bessette made the motion to adjourn, seconded by Duane, all in favor.

The minutes were respectfully submitted by Amy Sears; Administrative Assistant.

Steven Cormier
Selectboard Chair

** This meeting was held virtual through Zoom. Randy participated via phone.

** The recorded meeting is available through LCATV or the Town's website. **